



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: March 25, 2008

TO: Mayor and Councilmembers

FROM: Engineering Division, Public Works Department

SUBJECT: Contract Relating To City Lands And Public Easements Affecting School Sites And Other Locations

RECOMMENDATION:

That Council authorize the Public Works Director to execute a contract with Theresa Marie Green, on behalf of Green & Associates (Teri Green), in the amount of \$50,000, for data research and professional land use planning services relating to City lands and public easements that affect school sites and other facilities, and authorize the Public Works Director to approve expenditures of up to \$5,000 to Teri Green for extra services that may result from necessary changes in the scope of work.

DISCUSSION:

The contract with Teri Green is recommended for property data research and professional land use planning services relating to City lands and public easements, particularly City interests at school sites and other locations.

Presently, the two Public Works Senior Real Property Agents must coordinate more than 50 significant identified tasks. These tasks involve the acquisition of rights of way for City projects, ongoing management of City-owned properties, disposition of excess City lands, vacation of unused public easements, review of land development projects, and many other tasks that must be handled efficiently and quickly. Significant progress on these identified priority tasks will require 3,000 - 4,000 employee hours. Approximately 400 hours are needed to complete priority tasks relating to City lands and public easements that affect school sites and other facilities.

On February 29, 2008, a joint meeting between Council and the Santa Barbara School District took place. A written report from the Public Works Department was provided to the

REVIEWED BY: _____Finance _____Attorney

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School Board and Council concerning ongoing research and analysis. Four schools, where City-owned property still remains, thereby affecting the schools' ownership and use, were identified: Franklin Elementary School; Washington School; Santa Barbara Junior High School; and Santa Barbara High School. It is essential that the collection of data, analysis, and land use recommendations concerning any residual City interests in these sites be completed.

Council has also expressed a desire to identify potentially excess City-owned lands and unused public easements that may be eligible for disposition. An inventory of City lands has been compiled by City staff, although there is limited staff time to evaluate the use and maintenance responsibilities of the properties, and to consider possible excess sites.

Additionally, for many decades, development of structures within setback zones fronting certain City streets has been prohibited by Chapter 28.83 of the Santa Barbara Municipal Code, unless a variance agreement with affected owners has been approved. Where certain streets and portions of streets have been widened, the original intended purpose of those setback zones has been satisfied, and the City's relevant codes should be repealed or amended to allow reasonable onsite development. Because a list of widened streets and portions of streets that should no longer be subject to Chapter 28.83 does not exist, it is necessary to research all affected streets to determine their status and assess the possible need to amend or repeal the respective codes. It also appears necessary to identify existing private structures that encroach into certain setback zones.

Based on frequent inquiries by the Police Department, City staff, and private parties, it is also desirable to confirm public alleys that should be shown on the Official Street Map of the City of Santa Barbara, and identify private alleys that must be omitted. It also appears timely to name previously unnamed public alleys for future reference on maps, tracking for periodic maintenance, and enforcement of traffic laws.

The specialized tasks identified above cannot be completed by current City staff without setting aside existing high priority assignments. Teri Green has submitted an acceptable proposal to provide the desired services. Therefore, staff recommends the contract with Teri Green because, as a former City employee first assigned to the Public Works Department, and later to the Community Development Department, she has demonstrated particular skills in data collection analysis and land use planning. As a consultant, Ms. Green is licensed, qualified and experienced, and she is familiar with the location and use of City resources required for the tasks mentioned.

BUDGET/FINANCIAL INFORMATION:

The contract with Teri Green is recommended on a time and materials basis up to the amount of \$50,000, with provision for additional costs up to \$5,000 if additional required services are authorized by the Public Works Director, for a total contract amount not to exceed \$55,000. This compensation is based on a time estimate by City staff of 400 hours that Teri Green may spend on the services to be provided at the rate of \$125 per hour, to be paid upon receipt of itemized monthly statements itemizing actual hours

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spent. If for any reason the services by Ms. Green are no longer desired prior to their completion, either the City or Ms. Green may terminate the contract by giving notice to the other party.

The costs for the proposed services by Teri Green shall be paid from the Streets Fund; specifically, revenues made available by the sale in 2005 of the City's excess property at 404 Garden Street.

PREPARED BY: Homer F. Smith, Principal Engineer/DI/kts

SUBMITTED BY: Paul Casey, Acting Public Works Director

APPROVED BY: City Administrator's Office